

Aims of the Staff Counselling and Psychological Support Service

The Staff Counselling and Psychological Support Service supports the strategic aims of the University by augmenting the psychological health and resources of staff.

- To provide timely psychological consultation and support to staff experiencing stress, distress or psychological challenges and enabling them to function more effectively.
- To facilitate the development of psycho/socio/emotional and self management competencies for all staff. To offer specific support, and tools for those in leadership or management roles or staff who have particular psychological challenges in their work or working relationships.
- To proactively promote psychological health and raise the profile and importance of psychological health risks and responsibilities for managing stress at work through consultancy and training events.

These aims work together to optimise sustainable performance and functioning in the workplace.

The service offers support to staff in the following five areas :

- 1) **Personal consultation, counselling and coaching**
- 2) **Professional consultative support and coaching**
- 3) **Training and development**
Including: mindfulness, psychological health, working with your mind, stress management, emotional literacy, reflective practice, and other approaches for self-management for effectiveness in work roles.
- 4) **Workshop, talks and facilitation**
On subjects including mindfulness in the workplace, imposter syndrome, neurodiversity, attachment dynamics for professional relationships.
- 5) **Inform positive psychological perspectives**
with partners across the University.

Personal consultation, counselling and coaching

Confidential service for all staff for personal or work-related problems and challenges.

Self-referral

Any member of staff can contact the service directly to arrange an appointment with one of the staff counsellors for a confidential consultation.

What is a personal consultation?

A consultation is a chance to take time out and take stock of what is troubling you. You can explore the difficulty or challenges you face and the situation you are in with a staff counsellor. Your counsellor will offer some immediate insights and coping strategies as appropriate and suggest possible ways forward using the most relevant approaches for you.

Telephone and online sessions may be arranged if you are off sick or work away from the main campus.

After the consultation

One session maybe enough or you may be offered guided self help, stress management, counselling or coaching sessions.

Confidentiality, Data Protection and Privacy

All personal information and records of your use of the service are confidential and accessible only to staff within the Staff Counselling and Psychological Support Service. This data is for SCPSS service management and for the provision our support and services.

An explanation of what data is held, and why, is explained in our confirmation letters and will be covered in your first meeting with your practitioner.

Professional role based support for all staff

Any member of staff can consult us regarding the psychological and interpersonal challenges of their role.

Leaders and managers can consult us to receive support and insight into their situation and their challenges of leading and managing; and may also consult us about the support needs particularly regarding stress and mental health.

Individual, group or team interventions can be tailored to particular needs and context.

What is a professional role based consultation?

Psychological perspectives

A consultation will enable you to consider a range of different perspectives on your situation and understand how it is affecting you.

Immediate insights and suggestions

You will be offered some initial ideas and strategies for managing yourself to inform any consequent responses appropriate to your role.

Clearer sense of further options available

The session will also enable you to consider the options of any further support, coaching or training that might be helpful.

Personal and professional development and training

The Staff Counsellors provide and contribute to a range of conferences, training and developmental events.

Personal resilience for professional competence

A suite of personal resilience workshops are delivered biannually on subjects including: values, stress and emotion, mindfulness, grief, relaxation and sleep, worry, anxiety, decision making, assertiveness, habitual thinking patterns, neurodiversity, and wellbeing, with OD&PL and are open to staff through <http://www.sddu.leeds.ac.uk/>.

Mindfulness-Based Stress Reduction Courses

The service runs a rolling programme of eight week Mindfulness Based Stress Reduction courses for staff. These courses teach meditation based awareness and attentional skills which can be applied to develop new ways of dealing with stress and working with your mind.

We offer ideas and expert psychological perspectives from a variety of models and theories for leadership, team development and support to help teams manage through change.

We can also tailor workshops and support for groups and staff teams focusing on specific needs and concerns. This may include ideas for strategy, creativity, engagement and self-care and self-management.

Both bespoke and generic workshops are offered. Subjects include: working with stress, self-management, mindfulness, emotional and social competencies.

Location

The service has offices and consulting rooms in University House.

Confidentiality

All information about individuals who use the service is confidential to the service and may not be shared with a third party without written consent.

Practitioners

Sally Rose

Registered Psychotherapist, UK Council for Psychotherapy (UKCP)
UK Registered Mindfulness Teacher

Service Manager

Staff Counsellor/Coach and Trainer

Nicola Neath

Registered Counsellor/Psychotherapist
British Association for Counselling and Psychotherapy (BACP)

Staff Counsellor/Coach and Trainer

Desmond Reid

Registered Counsellor/Psychotherapist
British Association for Counselling and Psychotherapy (BACP)

Staff Counsellor/Coach and Trainer

For more information visit our website

<http://www.leeds.ac.uk/occupationalhealth/counselling.html>

Contact us Tel: 0113 34 33694

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Staff Counselling and
Psychological Support Service
for University Staff



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TO BE WELL AND WORK WELL